

## Cathedral Church of St. Paul

### Chapter Minutes

Date: May 18, 2021

Time: 5:30 PM via Zoom

#### Clergy

Present: Amma Nicola Bowler; Fr. Zebulun Treloar; Deacon John Doherty; Deacon Jean Davis

Absent:

#### Officers:

Present: Senior Warden Stephanie Wells; Junior Warden Mike Gillespie; Clerk Phyllis Melton; Treasurer Rick Stearns

Absent:

#### Class of 2022

Present: Stephanie Wells; Skeet Wootten; Diane Hayes

Absent:

#### Class of 2023

Present: Elvin McDonald; Henry Harmon; Mike Gillespie; Jonathan Hansen

Absent:

#### Class of 2024

Present: Phyllis Melton; Jolene Phelps; John Stender-Custer

Absent: Chuck Seel, excused

#### I. Open Prayer/Devotional - Fr. Zeb

#### II. Consent Agenda - Stephanie Wells

The minutes of the April meeting and April financial report were presented. Stephanie moved, and Diane seconded, a motion to approve the Consent Agenda as presented. **Approved.**

#### III. Reports

##### A. Senior Warden - Stephanie Wells

At 5:45 the Chapter went into closed session.

At 5:55 the session was opened. In accordance with canonical requirements for Vestry (Chapter) membership, that Chapter members must be qualified electors, Tom Thompson is no longer a member of the Chapter.

Stephanie and Henry will review St. Paul's By-laws for any changes/additions that might be needed to govern eligible Chapter members, expectations, and reasons for removal.

## B. Deacon - Rev. John Doherty

- Moved 13 years of financials to my office. Picked up 2018 and 19 from Bergan. More than we really have room for. Reorganizing and looking for room.
- Lay Eucharistic Ministers are beginning to make some visits.
  - Men's group is now being led by John McKinney. Reflecting on scripture verses with guiding questions. Meeting for lunch on Tuesdays.
  - Phone calling parishioners with Nicola and Jean.
  - May presentation for speaker series and more.
  - On the website review, communication, and undercroft committees. Along with outreach and care of creation.
  - Website and online giving transition has kept me busy. Happy with the results, many thanks to Zeb. (and Meg)
  - shredding service to do several boxes worth.
  - Creating a Deacon schedule for Sunday services with Jean.
  - Keeping Connection Café signup current on the website and on our e-newsletter.
  - Working with Aureon on possible installation of fiber optic cable and changing internet provider from CenturyLink
  - Copies of all invoices and proof of payment on roofing and kitchen projects for historic tax credit application are available
  - Spoke to a volunteer coordinator and the IT person at PACE/Orchard Place about possible engagement
  - Thinking about possible fall/winter opportunities for Christian Education and other social issues.

## Deacon - Jean Davis

Settling in. Monday the Social Justice Committee meets. The Blessing Box is going well.

## C. Assisting Priest - Fr. Zebulun Treloar (Report on file)

The new website is complete. You can access it using both the domains: cathedralchurchofstpaul.org and stpaulsepiscopalcathedral.org.

We purchased the second domain as more of our communications use the name St. Paul's Episcopal Cathedral. The second domain is free for the first year and will cost \$20/yr moving forward.

The current password for the Church Directory can be obtained upon request.

## D. Canon Provost - Amma Nicola

1. The 2020 Parochial Report was submitted online on April 27. A copy is available in this chapter folder for your information.
2. Proposal is nearly finalized (budget & justification) for presentation on May 21, 2021, for a new bequest administered through the Community Foundation of Greater Des Moines. Focus areas:
  - a. Speaker/lecture series (Deacons), ~\$15,000
  - b. Skills building, health education, financial & catering instruction programs for clients in partnership with The Connection Café; ~\$15,000
  - c. After-school music program/Youth Choir (Choirmaster + choir members), ~\$5,000

3. Pentecost Sunday, May 23, Parish Social following the 10 am service. Fr. Zeb's last Sunday at St. Paul's! (~40 meals have been pre-ordered as of 5/17. Phyllis and Mark Thompsen are taking the lead on practical arrangements for the day).
4. Parish-wide visiting/contacting by clergy to each family in the parish is taking place now and into coming weeks.
5. Visit to St. Paul's by the Bishop Candidates will take place on July 12 in the evening.

Amma presented a petition from the Diocese to allow the Rev. Canon Ronald Osborne to be interred in the Chapel. (See formal request in folder.) Henry moved, and Phyllis seconded a motion to approve the request. **Approved.**

It was also noted that a request had been made to allow Bishops who have retired from the Diocese of Iowa be interred in the columbarium without Chapter approval. This requires a change to the Use of Facilities policy governing the columbarium. Referred to a future meeting.

A discussion was held about refunding unused funds from the Gilead Grant. Decision was moved to a future meeting while additional information is gathered.

Amma also reminded the Chapter members to get the Safe Guarding and Anti-racism trainings done.

#### E. Communications - John Stender-Custer

He reported that he is learning about the communication systems. He is asking for volunteers to help with some of the activities. Our analytics for our website and streaming services are good.

#### F. Treasurer - Rick Stearns

Nothing of note to report

#### G. Property - Mike Gillespie

He reported that he is working on options for plaster repairs in the nave. He received a bid for renting a lift if it is necessary to get good photos for potential bids. There is crazing in much of the plaster. Bill Gentsch took photos of the ceiling, and Mike will see if those are sufficient to share with potential contractors.

Chris Smith is beginning the work to repaint the hallway from the north entrance to the narthex. No cost estimates have been received.

### IV. Old Business

#### A. Sandahl Gift - Skeet Wooten

He reported that an agreement has been reached concerning payment of a lump sum rather than the 5-year pay-out. It appears that the final sum will likely be \$1,201,55.xx, to be received in mid-June. There are no restrictions as to use.

The Chapter deferred making a decision about the use or disbursement of the funds.

#### B. Undercroft Task Force - Elvin McDonald

The Task Force has received 3 bids for the Undercroft construction.

### V. New Business

#### A. Photo Gift - Amma Nicola

Bill Gentsch made enlargements of the photos he and his grandson made of St. Paul's, and has

offered to donate them to the church for display. Skeet moved, and John seconded a motion to accept the gift, with the understanding that display remains the prerogative of the Chapter. **Approved**

A question was asked about setting an amount for tax deduction purposes. No decision was made.

#### V. New Business

##### A. June meeting - Amma Nicola, Stephanie Wells

The June Chapter meeting will be held in person in the choir room to discuss the bids.

##### B. Chapter Vacancy

Rick Stearns asked about filling the vacant Chapter position. As there are only 6 months left in the vacant term, the suggestion was made to see if anyone was willing to serve out the term, and then take a 3-year term starting in 2022. Henry asked if there were provisions to allow consecutive terms. Stephanie will bring this back to the next meeting.

#### VI. Closing prayer

Henry moved, and Mike seconded, a motion to adjourn the meeting. Approved.

Respectfully submitted,

Phyllis Melton, Clerk